



REQUISITION AND SHIPPING INSTRUCTIONS FOR SUPPLIES AND EQUIPMENT				PAGE 1 OF 1 PAGES						
PROC. CHARGEABLE TO		MATERIAL COST CODE 7-7914-10	VOUCHER (OR CARGO) NO.		REQUISITION NO. 994D1122-57					
SIGNATURE OF APPROVING OFFICER		SIGNATURE FOR TECHNICAL OFFICE		DATE 6 March 1957						
NAME OF CONTACT OFFICER		TELEPHONE XXXX		OFFICE Communications						
SHIPPING INSTRUCTIONS										
		TRUCK	AIR CAR.	SEA CAR.	AIR POU.	SEA POU.	COMM.	MILIT.	DIPLO.	
		AIR SHIPMENT JUSTIFICATION								
		PACKING INSTRUCTIONS								
EST. WEIGHT		EST. CUBE		EST. AM.						
REQUESTED IN LETTER/CABLE DATED										
REMARKS: (OF OPERATING DIVISION)						See attached justification.				
REMARKS: (OF STOCK CONTROL PROCESSING)										

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DATE 6 March 1957						
ITEM NO.	STOCK NO.	NOMENCLATURE	PRICING AND EDITING DATA			
1.		Binder Folder, Remington Rand, Classifile, legal size, to be made up with three dividers.	QUANTITY 50	UNIT ea.	UNIT PRICE	EXTENSION
			RELEASED	ACTION	S-A-C	LOCATION
			QUANTITY	UNIT	UNIT PRICE	EXTENSION
			RELEASED	ACTION	S-A-C	LOCATION
			QUANTITY	UNIT	UNIT PRICE	EXTENSION
			RELEASED	ACTION	S-A-C	LOCATION
			QUANTITY	UNIT	UNIT PRICE	EXTENSION
			RELEASED	ACTION	S-A-C	LOCATION
			QUANTITY	UNIT	UNIT PRICE	EXTENSION
			RELEASED	ACTION	S-A-C	LOCATION

Approved 4/23/57 by  per justification on continuation sheet attached.

These folders will be utilized by the Materiel Support Branch, OC-E to maintain station files on the various stations for which we give logistical support. The use of these folders will enable us to use one folder with three dividers for each station, rather than eight regular press board folders. The "Classifile" folders offer more efficiency and take up less space in our now overcrowded safes.

22 April 1957

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Reviewed this request today with [redacted] ARO/Commo, who confirmed by phone the need for these folders. The requester stated that the 30 folders being ordered are needed as replacements for worn folders and to add new folders in an existing system. The folders are used permanently in the office. They are not retired to Archives. Periodically, noncurrent material in the folders is removed and destroyed. The variety of material filed in the folder justifies use of "classifile"

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